

**VILLAGE OF WINNECONNE
FINANCE & PERSONNEL COMMITTEE
MEETING MINUTES
FROM MONDAY, APRIL 4th, 2011
VILLAGE ANNEX ROOM**

MEMBERS PRESENT: Sherry Livingstone, Joe Roehrick, Kathy Grace

ALSO PRESENT: Village Administrator Steve Volkert, Trustee Lyle Zabel, Jaci Stelzner, Chris Hardy & Pete Running.

MEMBERS ABSENT:

Meeting called to order by Sherry Livingstone at 7:00 PM.

Public Participation: None

Old Business:

Update on Loans: Jaci verbally reported that all loans were up to date. The Committee requested that she present the report with a balance to the Business Loan. They also suggested that the façade loan be promoted more.

Pete's Vacation and Sick Leave – Steve reported that Pete's employment agreement states he gets 4 weeks every January 1st. As it is not accrued, it does not matter that Pete was out the majority of last year, he still gets his vacation. However, the agreement does say that sick leave is accrued with time served so he did not accrue many sick days last year.

New Business:

Interim Police Chief Performance: Board requested a Letter of Commendation be presented to Paul Olson for his time served as Police Chief. Will be presented at April 19th Village Board meeting.

State Budget Bill and Effects on Staff: Steve suggested means by which the Village Board could address ACT 10/Budget Repair Bill and the existing contracts with the non-represented staff. Committee chose not to react but instead will consider for future action.

Longevity Awards Program: Steve suggested an awards program to recognize employees for five-year increments of service. The estimated cost would be \$200 annually to cover all anniversaries. Committee recommended this become a self-funded account rather than using tax dollars.

Administrators Evaluation: Steve presented an old and new version of the evaluation form the board uses to evaluate the Administrator. They gave input on changes and decided the best time to hold an evaluation would be in late fall once all board members have been around for a considerable time.

Adjourn:

Motioned by Joe to adjourn the meeting at 7:40 PM, seconded by Sherry. Motion approved 3-0. Next meeting will be held 6:15 PM on Tuesday, May 3rd.

Minutes taken and submitted by Village Administrator – Steve Volkert